

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES BOARD OF DIRECTORS MEETING June 19, 2003

CALL MEETING TO ORDER: The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order at 7:40 p.m.

ROLL CALL: Attending Directors were: President Bill Katke, Vice President Leonard Woren, Secretary Fran Pollard, Treasurer Laura Stein and Board Member Shawn McGraw.

Attending staff were: General Manager Chuck Duffy, Assistant District Administrator Delia Comito, and Legal Counsel Jonathan Wittwer. District Administrator Gina Holmes was absent due to illness.

PLEDGE OF ALLEGIANCE: Board President Bill Katke led all present in the Pledge of Allegiance.

GENERAL PUBLIC PARTICIPATION

El Granada resident Marty Kingshill thanked Seacoast Disposal for donating the use of five debris boxes to clean Quarry Park.

Director Woren informed the Board that he would be observing the monthly generator start up at SAM.

ACTION AGENDA

1. Consideration of Resolutions Approving 2003-2004 FY General Operations Budget and Collection Systems Budget for Sewer Authority Mid-Coastside.

The General Manager reviewed the proposed SAM Budget and pointed out the pertinent changes between this and the budget previously presented. In the place of John Burgh, SAM Technical Services Supervisor Tony Pullin was in attendance to answer questions from the Board.

The Board held a general discussion primarily concerning the \$660,500.00 budgeted for capital projects, a portion of the General Operations budget. District Counsel Jonathan Wittwer informed the Board that their approval could be made to apply to portions of the general budget, by modifying the proposed Resolution as they deemed necessary.

Director Woren moved to adopt the Resolution approving fiscal year 2003/04 Administration, Treatment Operations, and Administration Capital Budgets for Sewer Authority Mid-Coastside (excluding the Treatment Capital Budget), and also to adopt the Resolution approving fiscal year 2003/04 Collection Systems Budget for Sewer Authority Mid-Coastside. (Woren/Pollard). 5-0 Approved (Res. 2003-001/Res. 2003-002)

With no objection, due to the length of time needed to address agenda item #2, President Katke rearranged the agenda, placing item #3 before item #2.

3. Consideration of Resolution Amending and Approving Rate Schedule to be Charged by Seacoast Disposal Company to Collect, Remove, and Dispose of Refuse within the Granada Sanitary District.

President Katke provided an opportunity for public comment. There were no comments from members of the public on this item. Chris Porter from Seacoast Disposal indicated that the new rate schedule would be sent out to customers within three or four days and that the new rates would become effective on July 1, 2003.

Director Stein moved to adopt the Resolution Amending and Approving Rate Schedule to be Charged by Seacoast Disposal Company to Collect, Remove, and Dispose of Refuse within the Granada Sanitary District. (Stein/Pollard) 5-0 Approved (Res. 2003-003)

2 Consideration of Resolution of Intention to Make Changes and Modifications: GSD Sewage Treatment Facility Improvements Integrated Financing District.

Mr. Duffy reviewed the outline that he provided in the agenda packet, summarizing the issues and policy decisions before the District Board. Bond Counsel G.A. Laster was present to answer questions from the Board.

Among the purposes of the District in effecting changes and modifications to the Assessment District governing documents are the following: (1) to shift the funding of the acquisition of Noncontingent Assessments from the District to the Financing District; and (2) to arrange for the reimbursement of District funds advanced to the Assessment District during the formation. If approved, changes to the governing documents would be implemented at the closing of refinancing of the improvement bond.

The Board held a general discussion regarding the options outlined and reviewed the spreadsheet, Illustrative Uses of Funds Based on Alternative Contingent Assessment Collections, provided by Mr. Laster at the meeting. It was the overall sense of the Board to effect changes that, coupled with the bond refinancing, would benefit the ratepayers of the Assessment District.

Director Stein moved to adopt the Resolution of Intention to Make Changes and Modifications: GSD Sewage Treatment Facility Improvements Integrated Financing District as presented in the agenda packet, to publish notice of the public hearing to be held in the Half Moon Bay Review, and to hold the public hearing at the next regular board meeting. (Stein/Katke) Approved 4-1; Pollard-opposed. (Res. 2003-004)

4. Consideration of Granada Sanitary District Budget for Fiscal Year 2003/04.

Director Stein moved to approve the Granada Sanitary District Budget for Fiscal Year 2003/04 as presented in the agenda packet. (Stein/Woren) 5-0 Approved.

5. Consideration of Agreement with NBS Government Group for Reassessment Consulting Services for the Proposed Refinancing of the Assessment District Bonds.

Director McGraw moved to approve the Agreement with NBS Government Group for Reassessment Consulting Services for the Proposed Refinancing of the Assessment District Bonds. (McGraw/Stein) 5-0 Approved.

CONSENT AGENDA

Director Woren held item #7 for discussion.

Director McGraw held item #12 for discussion.

Director Pollard held item #13 for discussion.

- 6. Approval of special meeting minutes for May 15, 2003,**
- 8. Approval of June 2003 warrants totaling \$183,611.85,**
- 9. Approval of April 2003 Financial Statements,**
- 10. Approval of Bond Administration Fund distribution #52 to GSD totaling \$2,073.00,**
- 11. Approval of Report of no Semi-Annual Variance Applications pursuant to Ordinance No. 139 for January to June 2003,**

Director Stein moved to approve Consent Agenda items 6, 8, 9, 10 and 11. (Stein/Woren) Approved 5-0

7. Approval of regular meeting minutes for May 15, 2003

Director Woren requested that the book presented to the District as a gift from SAM Interim Manager John Burgh be referenced by title, in it's entirety, in the last paragraph, page one, item #1. Director Pollard requested the addition of the Board's response to statements made by public members under General Public Participation.

Director Pollard moved to approve item #7 as amended pursuant to the above requests. (Pollard/Stein) 5-0 Approved.

12. Acceptance of District Engineer's decision to approve request for relief of (1) Noncontingent Assessment (1 ERU): Warren and Jennifer Donald, APN's 047-206-130 and 047-206-140, 99 Avenue Portola, El Granada

This item was tabled.

13. Approval of response to County Elections Coordinator regarding payment of election costs, length of candidate statements, and payment for candidate statements for November 4, 2003 elections

The board held a general discussion regarding the options for each issue presented with this item.

Director Stein moved to approve the following response to the County Elections Coordinator: (1), District payment of estimated County election charges on a per registered voter basis; (2), that the maximum length of the candidate's statements

shall be 200 words; and (3) that the candidate shall pay the cost of the candidate's statement. (Stein/Pollard) 5-0 Approved.

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

14. Sewer Authority Mid-Coastside: Directors Woren and McGraw report on meeting held on May 26, 2003

Director Woren reported on the presentation by Mr. Keith Mangold, Pilarcitos Creek Advisory Committee, on recycled water issues.

15. Report on other seminars, conferences, or committee meetings

Director Pollard reported on the California Special Districts Association. meeting held in May. The Association is working to coordinate the scheduling of educational seminars on Saturdays. Director Pollard will provide a follow up at a future meeting.

INFORMATION CALENDAR

16. General Manager's Report

Mr. Duffy reported on his meeting with San Mateo County Supervisor Rich Gordon regarding the proposed reorganization. The issue will be agendaized at a future board meeting with a focus on the bBoard's vision of the proposed CSD.

Mr. Duffy also reported on his request of the District Engineer to accelerate the Medio Creek Bridge project. The Engineer will prepare a proposal with four options, cost estimates, and estimated completion dates.

17. Administrator's Report

A log of applications received and permits issued year-to-date was provided in the packet. Assistant Administrator Delia Comito indicated that there was nothing further to report.

18. Engineer's Report

None.

19. Attorney's Report

None.

FUTURE AGENDA ITEMS

ADJOURN

President Katke adjourned the meeting at 10:55 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Fran Pollard, Board Secretary

Date Approved: July 17, 2003